

Victim Advocate

10/13/2026

Job Summary

A Victim Advocate provides emotional support, crisis intervention, and practical assistance to victims of crime, abuse, or trauma. The role focuses on ensuring victims understand their rights, access needed resources, and are supported throughout legal, medical, and social service processes.

Key Responsibilities

- Provide crisis intervention, emotional support, and safety planning for victims and survivors
 - Explain victims' rights, legal options, and available services in clear, trauma-informed language
 - Accompany victims to court proceedings, interviews, medical exams, or meetings when appropriate
 - Assist with protective orders, compensation claims, and other legal or administrative paperwork
 - Coordinate referrals to community resources such as counseling, shelters, healthcare, and financial aid
 - Communicate with law enforcement, prosecutors, healthcare providers, and social service agencies on behalf of victims
 - Maintain accurate, confidential case records and documentation
 - Correspond and document verification of financial loss for restitution to Prosecuting Attorney
 - Advocate for victim needs while respecting autonomy and informed choice
 - Participate in outreach, education, and prevention programs as needed
 - Follow all confidentiality, ethical, and mandated reporting requirements
 - Must have reliable transportation to attend CAC interviews and change of venue cases
 - Ability to participate in overnight training/conference once or twice per year
 - Other duties as assigned
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Qualifications

- Associate's degree in social work, psychology, criminal justice, or a related field (or equivalent experience)
 - Experience working with victims of crime, trauma survivors, or vulnerable populations preferred
 - Ability to work independently and as part of a multidisciplinary team
 - Strong interpersonal, communication, and advocacy skills
 - Strong organizational and time-management skills
 - Ability to remain calm and supportive in crisis situations
 - Cultural competence and sensitivity to diverse populations
 - Proficiency in documentation and basic computer systems
 - Ability to pass background checks as required
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Preferred Skills & Attributes

- Knowledge of the criminal justice system and victims' rights laws
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Why Join Us

- Meaningful work supporting survivors
- Collaborative and mission-driven team
- Full-time position with county benefits including:
 - \$20.00/hour starting pay
 - Paid vacation and sick time
 - Paid holidays
 - Flex time
 - County-paid health, dental, and vision insurance premiums
 - Two County Employee Retirement Funds (CERF and LAGERS) pension plans
 - Life Insurance